

The Collaborative Institutional Training Initiative (CITI Program)

<https://about.citiprogram.org/en/homepage/>

Registering:



Courses

Organizations

Individuals

Support FAQs Contact Us

Q

Follow the registration steps as follows:



English

LOG IN

LOG IN THROUGH MY ORGANIZATION

REGISTER

CITI - Learner Registration

Steps: **1** 2 3 4 5 6 7

Select Your Organization Affiliation

This option is for persons affiliated with a CITI Program subscriber organization.

To find your organization, enter its name in the box below, then pick from the list of choices provided.

University of Houston-Clear Lake

University of Houston-Clear Lake only allows the use of a CITI Program username/password for access. You will create this username and password in step 2 of registration.

- I AGREE to the [Terms of Service](#) and [Privacy Policy](#) for accessing CITI Program materials.
- I affirm that I am an affiliate of University of Houston-Clear Lake.

Continue To Create Your CITI Program Username/Password

CITI - Learner Registration - University of Houston-Clear Lake

Steps : [1](#) **2** [3](#) [4](#) [5](#) [6](#) [7](#)

Personal Information

* indicates a required field.

* First Name

* Last Name

* Email Address

* Verify email address

We urge you to provide a second email address, if you have one, in case messages are blocked or you lose the ability to access the first one. If you forget your username or password, you can recover that information using either email address.

Secondary email address

Verify secondary email address

[Continue To Step 3](#)

Complete the requested demographic information.

Faculty and staff enrolling for export control purposes - choose the Principal Investigator role (see screenshot below).

Role? *

...

IRB administrator

IRB Chair

IRB Member

Lab. Research Staff

Pharmacist

Principal Investigator

Recruiter

Research Administrator

Research Assistant

Research Fellow - Post Graduate

Research Integrity Officer

Site Coordinator

Social Worker

Statistician

Student Researcher - Graduate level

Student Researcher - Undergraduate

Study Coordinator

Study nurse

Veterinarian

Enrolling in Courses:

1. Log in using your user name and password you created during the registration process.
2. On the CITI Program home page, select "Courses"



3. Select "View Courses"

Institutional Courses

Institutional Courses are available to learners who have an affiliation with one or more subscribing institutions. If an institution with which you are affiliated is not listed, you may want to [add an affiliation](#). If you are no longer associated with a listed institution, you may want to [remove an affiliation](#).

University of Houston-Clear Lake

[View Courses](#)

Would you like to affiliate with another Institution?

[Add Affiliation](#)

Would you like to remove an existing affiliation?

[Remove Affiliation](#)

4. At the bottom of the page, select "Add a Course"

University of Houston-Clear Lake

Learner Tools for University of Houston-Clear Lake

- [Add a Course](#)
- [Remove a Course](#)
- [View Previously Completed Coursework](#)
- [Update Institution Profile](#)
- [View Instructions Page](#)
- [Remove Affiliation](#)

5. Answer Question 1 by selecting the position that most closely relates to yours:

Question 1

Export Compliance

Would you like to register for the Export Compliance course? Please select the appropriate option below:

- OSP Staff
- Faculty
- Business Operations Staff
- UCT Staff
- EHS Staff
- Global Learning & Strategy Staff
- CBAs, DBAs & Dept Assistants
- Not at this time.

Submit

6. Complete the required course:

✓ You are now enrolled in the course(s) you selected.

Show Courses for:

University of Houston-Clear Lake



Institution List

Courses Ready to Begin

[Learner Tools](#)

University of Houston-Clear Lake

Faculty (EC)

Start Now

7. **Once you have completed the required course, CITI will generate a Certificate of Completion. Please download the certificate for your records and attach it to your export control/foreign travel application.**